

NEBRASKA RISK AND PROTECTIVE FACTOR STUDENT SURVEY

Instructions for Completing the Survey Data Collection and Report Form

About the Survey Data Report

Each school that participates in the Nebraska Risk and Protective Factor Student Survey will receive an individualized survey data report containing the following information: 1) local rates of reported youth substance abuse, 2) local rates of reported antisocial behaviors by youth, 3) community profiles for risk and protective factors related to substance abuse and antisocial behaviors, and 4) source and place of use for alcohol and cigarettes for youth reporting use of either substance.

Aggregating Survey Data

In order to provide survey reports that best meet the needs of Nebraska's diverse schools and communities, survey results will be collected, aggregated and reported according to the preferences of participating school districts based upon need and unique geographic and demographic characteristics. In addition, because data cannot be reported out for fewer than 25 students in a grouping due to confidentiality protocols, schools with fewer than 25 students per grade must decide whether to aggregate multiple grades of students or to combine data with neighboring schools or school districts in order to report data by grade levels. Schools and school districts must indicate how they would like their data aggregated and reported on the Survey Data Collection and Report Form. A unique identifying code number will be assigned to each group for use in coding their surveys. This code number will be used to generate data reports for the combined groups. ***Please note:*** once combined, data for the individual schools and/or school districts will not be able to be retroactively disaggregated.

Please remember the following points when deciding on the format for your survey data reports:

- In order to be useful and locally-valid, data report size should reflect the community served, and not cover so large an area that information for distinctly unique and separate communities is lost.
- As noted previously, in order to preserve confidentiality, data reports cannot be generated for groups of less than 25 students. Schools and communities with small numbers of students may choose to 1) have a report that reflects multiple grades combined, or 2) have a combined report with neighboring schools or school districts so that survey results by grade can be displayed.
- It is recommended that schools that participated in the 2003 survey aggregate data for their 2005 survey data reports in the same manner that it was aggregated for their 2003 survey data report. This is particularly important for schools and communities that are using the 2003 data as baseline data for evaluation of prevention initiatives.

Different forms are included for 1) schools with at least 25 students per grade, and 2) for schools with less than 25 students per grade. Forms should be completed for each participating school building and returned by **May 31, 2005** to:

Faith Mills, HHS/DBHS
P.O. Box 98925
Lincoln, NE 68509-8925
FAX: (402) 479-5162
Email: faith.mills@hhss.ne.gov

NEBRASKA RISK AND PROTECTIVE FACTOR STUDENT (NRPFS) SURVEY

Survey Data Collection and Report Form For Schools with LESS THAN 25 STUDENTS enrolled in each of the survey target grades (6th, 8th, 10th and 12th)

SCHOOL BUILDING INFORMATION

School Building Name: _____ School District: _____
Superintendent: _____ Phone: _____
Date Survey will be administered: (October 17-28, 2005) _____
Designated Survey Coordinator: _____
Phone: _____ Address: _____
City: _____ County: _____
Zip: _____ Fax: _____ Email: _____

DATA AGGREGATION INFORMATION

- ☐ We choose to have the a school building report with the following grades combined in order to achieve the minimum number of students required for confidentiality: _____
- ☐ We choose to have the NRPFS Survey data for our School Building collected and reported by grade in combination with the following other **School Buildings** to (please include school district information for any schools not within your school district): _____

- ☐ We choose to have the NRPFS Survey data for our School District collected and reported by grade in combination with the following other **School Districts** (please include school district information for any schools not within your school district): _____

TOTAL NUMBER OF SURVEYS NEEDED

English Language Surveys		Spanish Language Surveys		Vietnamese Language Surveys*	
Grade	# of Surveys Needed	Grade	# of Surveys Needed	Grade	# of Surveys Needed
6 th		6 th		6 th	
8 th		8 th		8 th	
10 th		10 th		10 th	
12 th		12 th		12 th	

*NOTE: Vietnamese language surveys will only be printed and made available if a sufficient number of copies are requested.

Please complete and return this form for each participating school building by 5/31/05 to:
Faith Mills, HHS/DBHS, P.O. Box 98925, Lincoln, NE 68509-8925,
FAX (402) 479-5162, email faith.mills@hhss.ne.gov

For questions about this form, contact Faith Mills: (402) 479-5576; or Laurie Sutter (402) 479-5573

NEBRASKA RISK AND PROTECTIVE FACTOR STUDENT SURVEY

Survey Data Collection and Report Form

For Schools with **25 OR MORE STUDENTS** enrolled in each of the survey target grades (6th, 8th, 10th and 12th)

SCHOOL BUILDING INFORMATION

School Building Name: _____ School District: _____
Superintendent: _____ Phone: _____
Date Survey will be administered: (October 17-28, 2005) _____
Designated Survey Coordinator: _____
Phone: _____ Address: _____
City: _____ County: _____
Zip: _____ Fax: _____ Email: _____

DATA AGGREGATION INFORMATION

- ☐ We choose to have **School Building**-level NRPFS Survey Data Report(s)
- ☐ We choose to have **School District**-level NRPFS Survey Data Report(s)
- ☐ We choose to have the NRPFS Survey data for our School Building collected and reported in combination with the following other **School Buildings** (please include school district information for any schools not within your school district): _____

- ☐ We choose to have the NRPFS Survey data for our School District collected and reported in combination with the following other **School Districts** (please include school district information for any schools not within your school district): _____

TOTAL NUMBER OF SURVEYS NEEDED

English Language Surveys		Spanish Language Surveys		Vietnamese Language Surveys*	
Grade	# of Surveys Needed	Grade	# of Surveys Needed	Grade	# of Surveys Needed
6 th		6 th		6 th	
8 th		8 th		8 th	
10 th		10 th		10 th	
12 th		12 th		12 th	

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